NATIONAL SECURITY AGENCY

The National Cryptologic School

Fort George G. Meade, Maryland, 20755

Serial: N 0213

2 8 FEB 1974

STAT

Mr. [   ]
Acting Deputy Director for
   Management and Services
Central Intelligence Agency
Langley, Virginia

STAT

Dear Mr. [   ]

It is my pleasure to reply to your 4 December 1973 letter to General Allen concerning the Information Science Training Program for FY 75.

We solicited NSA requirements according to the DoD Training Priority Code System. Our operating elements responded as follows:

Course	Priority Code			Total
	1	2	3	
Application of Information Science to Intelligence Functions	30	3	14	47
Information Science for Managers	4	9	18	31
Survey of Intelligence Information Systems	10	7	22	39
GRAND TOTALS:	44	19	54	117

This spread means that 44 of our people require intelligence-related information science training to accomplish current tasks, that 19 others need the training in anticipation of FY 76 assignments, and finally, that management seeks to enhance the intelligence career development of the remaining 54 people whose performance in their principal area of responsibility is already adequate. We hope that our display will assist you in determining FY 75 resource and space allocations. Naturally we will follow these priorities in filling spaces allocated to us.

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We are most pleased, but not surprised, to hear that [   ]   ST
has made tangible contributions to the success of the program. We
share your conviction that the information science discipline is
essential to intelligence community operations, and we appreciate
your on-going efforts to provide training in this field to community
members.

Sincerely,

STAT

Commandant
National Cryptologic School

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Next 5 Page(s) In Document Exempt

4 DEC 1973

Lieutenant General Lew Allen, Jr.
Director, National Security Agency
Fort George G. Meade, Maryland 20755

Dear General Allen:

In response to a recommendation of the President's Foreign
Intelligence Advisory Board, the Director of Central Intelligence
requested the Department of Defense to develop and support a
program of information science training for the benefit of all
United States Intelligence Board agencies and departments. Thus,
the Information Science Center was established in 1967 at the
facilities of the Defense Intelligence School, and a comprehensive
program was conducted until 1972 when personnel and budget cuts
necessitated termination of the Department of Defense direct
involvement in the Center. In May 1972 the Central Intelligence
Agency assumed responsibility for this activity utilizing existing
facilities at the Defense Intelligence School and a faculty of
Central Intelligence and National Security Agency personnel with
guest speaker and computer support from the Defense Intelligence
Agency. In July 1973 this activity was moved into Central
Intelligence Agency facilities in the Chamber of Commerce Building
in Arlington, Virginia.

Since the Central Intelligence Agency assumed executive
responsibility for this program, we have conducted ten Information
Science courses for the Intelligence Community, enrolling 101 of
your employees, for a total of 1,105 student days of participation
by the National Security Agency or 30% of the total student
participation from all agencies and departments. We understand
that your students have been directly involved in a number of
applications of information science techniques, including appli-
cations in weather analysis and reconnaissance-risk assessment.

With community needs in mind we are now turning our thoughts
to Fiscal Year 1975 programs. Enclosed is a Course Requirements
Estimate Sheet describing the community courses that we are now
offering on a repetitive basis. We are asking that you specify
your needs for these courses in terms of student input in Fiscal
Year 1975 and, additionally, provide us with any comments you may
wish to make on future programming.

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We are very fortunate to have [   ] from your agency on our instructional staff. He has been with us since we assumed this responsibility on behalf of the community. His contributions to the success of this effort have been significant and we trust that an equivalent replacement will be designated by you upon completion of [   ] assignment here. Also, Mr. [   ] an intern from your agency, is on temporary (6-month) detail to this program. We have every reason to believe that this arrangement has been exceedingly beneficial to him and we welcome the continued participation of your interns in this program.

It is our firm conviction that a strong Information Science Training Program is essential to the needs of the Intelligence Community and we look forward to your continued support in Fiscal Year 1975.

                                        Sincerely,

STAT

                            Acting Deputy Director
                                     for
                            Management and Services

Enclosure

Distribution:
    Orig. - Adse
        2 - DIM&S Chrono Subject
        2 - DTR
        2 - FTD

STAT   (FTD/[   ]rk) 27 Nov 73

Course Requirements Estimate Sheet
Information Science Training Program
for Fiscal Year 1975

Course   Number of Enrollments
Desired in FY 1975

A. **Application of Information Science to Intelligence Functions**

A four-week skills course for professional intelligence personnel in the applications of Information Science to intelligence collection, production and support tasks. It includes Systems Analysis and Computer Science applications, and such Operations Research Techniques as Storage and Retrieval, Linear Programming, Queuing, Bayesian Analysis, Value Analysis, Probability, etc. The course is presented in the context of the intelligence collection, production and support functions of the Intelligence Community. Practical, "hands-on" teaching techniques are utilized. Two years' intelligence experience is desired but not essential. An engineering or mathematics background is unnecessary. (Grade range--GS-09 through 15 or equivalent military rank.)

B. **Information Science for Managers**

A one-week course for middle- and senior-level managers emphasizing the applications of Information Science methods to management tasks. It teaches systematic and quantitative management methods. Course emphasis is on conveying to the student an appreciation of the capability, applicability and limitations of Information Science methods. The student is introduced to the use of computer terminal but skills are not developed. (Grade range--GS-12 through 16 or equivalent military rank.)

Course	Number of Enrollments Desired in FY 1975
C. Survey of Intelligence Information Systems	

A three-week course for intelligence officers designed to provide an overview of the information handling systems of the various agencies of the Intelligence Community. It surveys the content, services, capabilities, and limitations of these systems. It includes visits to CIA, DIA, NSA, and other elements of the Intelligence Community. It teaches elementary skills in the use of storage and retrieval and on-line terminals and the application of these skills to intelligence tasks. (Grade range--GS-09 through 15.)

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12/2/72

RSW.

Recommend your signature —

Suggest you line-through the formal greeting & substitute "Lew:" This will save a retyping job.

L